

STAFF REPORT

Meeting Date: September 15, 2004

TO: LAFCO Commissioners

FROM: Everett Millais, Executive Officer

SUBJECT: Public Member and Alternate Public Member Recruitment and Selection Process

RECOMMENDATION:

Establish a process for the recruitment and selection of a new public member and alternate public member.

DISCUSSION:

The term of office for Commissioner Cunningham as the public member and for Alternate Commissioner Hess as alternate public member both expire as of January 1, 2005. Pursuant to CA Government Code sections 56325(d) and 56331 the other six voting members of the Commission select the public member and alternate public member. Selection of the public member and alternate public member is subject to the affirmative vote of at least one of the Commissioners selected by each of the other appointing authorities (i.e. the County, the cities and the independent special districts).

The Commission's By-laws state:

"The public member and alternate public member shall not hold two consecutive terms as the public member or the alternate public member. The intent is to rotate the public membership of the Ventura LAFCO on a reasonable basis to broadly allow qualified members of the community to serve." (Commissioner's Handbook section 1.1.3.3; page 1)

COMMISSIONERS AND STAFF

COUNTY: Kathy Long Linda Parks <i>Alternate:</i> Steve Bennett	CITY: Evaristo Barajas, Chair Don Waunch <i>Alternate:</i> John Zaragoza	SPECIAL DISTRICT: Jack Curtis, Vice Chair Dick Richardson <i>Alternate:</i> Ted Grandsen	PUBLIC: Louis Cunningham <i>Alternate:</i> Kenneth M. Hess
EXECUTIVE OFFICER: Everett Millais	LAFCO ANALYST: Hollie Brunsky	OFFICE MANAGER/CLERK: Debbie Schubert	LEGAL COUNSEL: Leroy Smith

It is recommended that the Commission take action to establish a process for the recruitment and selection of a new public member and alternate public member. There are at least three options the Commission can consider:

1. Alternate Commissioner Hess has expressed an interest in being appointed as the public member and Commissioner Cunningham has expressed an interest in being appointed as the alternate public member (i.e. switching positions). The Commission could direct that the selection of a new public member and alternate public member be placed on the agenda for the October meeting. At that time the Commission could vote to appoint Mr. Hess as the new public member and Mr. Cunningham as the new alternate public member, effective January 1, 2005. In this case there would be no need for any further action. If, however, either Mr. Hess or Mr. Cunningham were not appointed, the Commission could then direct staff to issue a press release and publish a newspaper display ad seeking candidates for either or both positions.
2. The Commission can choose to direct staff now to issue a press release and publish a newspaper display ad seeking candidates for both a new public member and alternate public member. Mr. Cunningham and Mr. Hess could apply as a part of this process.
3. The Commission could delay the overall recruitment and selection process for a new public member and alternate public member until February 2005, and request Commissioner Cunningham and Alternate Commissioner Hess to continue to serve until replacements are appointed. Between now and February 2005 there will be a new city member and a new special district member appointed to the Commission. Delaying the start of the recruitment and selection process until next February would allow for any new members of the Commission to be fully involved.

For any recruitment process there should at least be a press release and a newspaper display ad, plus a posting on the Ventura LAFCO web site. It is recommended that there be at least a 30-day filing period for anyone interested. Prior recruitment processes for these positions have asked that interested candidates simply submit a letter of interest and a resume.

As a part of any recruitment process it is also recommended that the Commission appoint a 3 member selection committee, consisting of one County, one city and one independent special district Commissioner. This Committee would be responsible for reviewing the letters of interest and resumes received after the close of the filing period, conducting interviews and making a recommendation to the Commission. However, when the selection process occurs and how it may be conducted are policy items for the Commission to determine.